


Kaiela Research Assistant - RFNC



LOCATION:	Shepparton
RESPONSIBLE TO:	Project Manager, Algabonyah Data & Research Unit
POSITION TYPE:	Part-Time (2-days)
CLASSIFICATION:	Level 3
RENUMERATION:	Competitive salary offered
CONTRACT TERM:	12 months, with possibility of extension
CONTACT OFFICER:	Maxine Bartlett
APPLICATION TO:	administration@kaielainstitute.org.au

Organisational context

The **Kaiela Institute** supports collaboration between Aboriginal and non-Aboriginal leaders to envision, design and implement an inclusive future for all people in the Goulburn Murray region.

It has been established to provide a place and a process to encourage and support our leaders and institutions to collaborate and take a more strategic approach to building the future of our community; to move from the necessities of crises intervention to the potential of a real design of future.

Kaiela Institute is the lead organisation in the Goulburn-Murray region for the Community Revitalisation and Strengthening Pathways to Economic Participation initiatives (Victorian Government), and Empowered Communities initiative (Australian Government).

This includes supporting partnerships to deliver initiatives in the identified priority areas of health, education, employment and social inclusion.

Position outline

The position is responsible for supporting the local implementation of a research study to evaluate the impact of racism on the social and emotional wellbeing of Aboriginal people in the Shepparton area. It also looks at the role the Rumbalara Football Netball Club (RFNC) plays in supporting Aboriginal people to develop resilience, improve wellbeing and feel empowered to participate in mainstream systems such as the education and workforce systems.

The role interacts with a range of stakeholders within the local Aboriginal community, Aboriginal community organisations, universities, research institutes, and local health services to support the study's implementation and evaluation.

The position will also assist with the dissemination of research findings, and contribute to capacity building and nurturing talent amongst Indigenous researchers and health services.

Key duties include:

This position is responsible for the following:

- Support the development, implementation and evaluation research activities within the local Aboriginal community.
- Liaise with, support and maintain constructive and working relationships with the local community and health services.
- Collaborate with research teams in the design and development of questions, agendas and topic guides for qualitative interviews.
- Coordinate, oversee and facilitate community-led events, meetings and focus groups within the local community.
- Document meeting agendas, community concerns and the social and environmental context of racism in the local community.
- Collaborate with research teams and conduct surveys, interviews and social media analysis in accordance with agreed objectives, parameters and timeframes, under appropriate supervision and with training in social media analysis.
- Assist with the dissemination of research findings through the development of reports, presentations and articles, and present to stakeholder groups.
- Support and assist in the local implementation and evaluation of the Rumbalara resilience project.
- As required, support and assist on other Algabonyah Data & Research Unit projects.

Selection criteria

Essential

- Maintain strong working relationships with key internal and external stakeholders with diverse backgrounds.
- Initiate, execute and complete research projects while maintaining high standards of research excellence.
- Compile and evaluate research data sets, under appropriate supervision.
- Work proficiently with common IT, spreadsheet and database systems.

Important

Knowledge and understanding of:

- Issues facing First Nations people in the Goulburn-Murray region.
- Indigenous health care, including remote and rural medical practices.

Conditions of employment

Full and current driver's license valid for driving in Victoria.

Successful candidates will be required to undertake pre-employment checks including proof of identity, qualifications, driver's license, and a criminal records check.

The position is also subject to the satisfactory completion of a three-month probationary period.

Must possess a current Working with Children Check

Some out of business hours work may be required.

Overnight stays and interstate travel may be required, or interstate travel may be required.

To apply

For further details on this position, please see: [Work with us - Kaiela Institute](#) or contact Maxine on mobile: **0437 762 488**.

Please submit your CV and a two-page statement of claims against the selection criteria providing relevant examples against key duties of the role to email: administration@kaielainstitute.org.au

Application Closing Date: 5pm Friday, 30 July 2021